

## Sustainable Mobility for All Steering Committee Terms of Reference

*As of March 18<sup>th</sup>, 2022*

The Steering Committee provides support, guidance and oversight of the partnership's progress. It is an advisory group that makes directional decisions on outputs and projects. In practice, the steering committee will do the following:

- Act as an advocate for the partnership and its projects/outputs in the international transport community
- Set the strategic direction of the partnership
- Ensure the partnership adds value to other initiatives and Member organizations
- Establish initiative goals and scope as well as determine how success will be measured
- Assess and approve or reject annual work program, and its outputs (including Annual Report)
- Monitor project processes and plans, including progress of the working groups
- Monitor project quality, and review and clear projects/outputs.
- Represent the initiative at events and conferences
- Develop policies and governance procedures
- With support of the Secretariat, ensure that the role and responsibility of Member organizations are clear, and Members meet their obligations vis-a-vis the partnership
- Assist the Secretariat in fund-raising efforts to support projects
- Resolve conflicts between parties
- Come up with ideas for strategy and problem solving

**Composition.** All Steering Committee participants should be Members of the initiative and have signed the Membership Charter. The composition of the Steering Committee reflects the diversity of voices in the international transport community, and a reasonable level of geographical and gender balance. As of July 2021, The Steering Committee consists of 14 seats:

- UN/Inter-governmental (1),
- Multilateral Development Banks (2), which one headed by the World Bank),
- civil society (2),
- private sector (2) - with one vacant
- bilateral donors - country partners (2), and
- Working Group Leads (6). Because each workstream will be led by two Member organizations, they will decide which one of them will join the Steering Committee.

### **Requirements:**

- Regular and active participation to Steering Committee (every 4 to 6 weeks) and Consortium Meetings (twice per year)
- Chairing Steering Committee Meetings (on a rotational basis)
- In-kind contribution (e.g., taking the leadership of a working group. Terms of Reference for Lead/Co-Lead of working groups can. Be found here),
- Financial contribution for 6 seats (development banks, private sector and bilateral donors);



**Functioning.** The Steering Committee will be assisted by the SuM4All Secretariat. The activities of the Steering Committee will be reflected in Minutes of Meeting and shared with other Members of the initiative, as needed.

**Assessing Progress and election:** The effectiveness of the Steering Committee will be assessed prior to the end of each two-year rotation. After a two-year term, SuM4All secretariat will manage the election process by inviting members to submit their expression of interest.